

BALLARD DESIGNS.

INTERNATIONAL ROUTING GUIDE

DIMENISIONS/ WEIGHT	ORIGIN COUNTRY	NOMINATED CARRIER	FREIGHT TERMS	ACCOUNT NUMBER
1. Pkg. Length (longest side) does not > 108 in / 274 cm. 2. Pkg. Length + Girth (2xW) + (2xH) does not > 157 in / 399 cm. 3. Pkg. Billable Wgt.* = or < than 50 kilos / 109 lbs.	All Origins	UPS	Collect	AOR539
Select WW Expedited as the UPS Service for Packages & WW Express Saver for Letters. Any other UPS Service requires Approval from the Ballard Designs Sourcing Team				
Reference Purchase Order Number on Airway Bill				
Issues contact enterprisesupport@ups.com				

*Billable Wgt. = greater of Dim. Wgt. vs Act. Wgt. [Dim. Wgt. = Volume (cubic in.) / 300]

DIMENISIONS/ WEIGHT	ORIGIN COUNTRY	NOMINATED CARRIER
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Reference Purchase Order Number on Bill of Lading		

DIMENISIONS/ WEIGHT	ORIGIN COUNTRY	BOOKING AGENT	FREIGHT TERMS	ACCOUNT NUMBER
1. Pkg. Length (longest side) is > 108 in / 274 cm. 2. Pkg. Length + Girth (2xW) + (2xH) is > 157 in / 399 cm. 3. Pkg. Billable Wgt.* is > than 50 kilos / 109 lbs.	All Origins (except Canada/Mexico)	CH Robinson	Collect	Not Required
BOOKING AGENT ORIGIN CONTACT INFORMATION				
See CH Robinson Origin Contact List				
CUSTOMS DOCUMENTS & EXPRESS RELEASE/SEAWAY BILL SUBMITTED TO ORIGIN COUNTRY DOCUMENTS				
All Origins		<u>EXPRESS RELEASE/SEAWAY BILL TO CH ROBINSON ORIGIN OFFICE BOOKING AGENT</u>		
Italy		<u>EXPRESS RELEASE/SEA WAY BILL TO SAVINO DEL BENE ORIGIN OFFICE</u>		

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